

**SUBJECT: WORKFORCE DEVELOPMENT TUITION WAIVER FOR BOCES
EMPLOYEES**

Tuition for part-time workforce development courses will be waived for all BOCES employees or Board members except for students receiving wages under youth employment programs. This waiver shall apply to tuition costs only. Additional costs for textbooks, supplies, personal safety equipment or other items related to the program will be borne by the employee. Admission to a course will be based on the availability of space in the class and no employee shall exercise a tuition waiver to displace a tuition student.

The administration reserves the right to exempt certain classes from this policy due to the high costs involved in the operation of such classes.

Adopted: 7/10/02